



Internal Applicants Only

Application Form

For the post of

Human Resource Management Division
State Timber Corporation

Form (A) –(To be completed by the relevant employee)

APPLICANT INFORMATION

- 1) E.P.F No :
- 2) Full Name :
- 3) Date of Birth:
- 4) Current Designation:
- 5) Present working Station / Division :
- 6) Date of First Appointment to the Corporation:
- 7) Posts held in the corporation and the duration of each post held :

Designation / Post	Appointment Date	Service period
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QUALIFICATIONS

- 8) Educational Qualifications
 - I. Post Graduate Degrees / Post Graduate Diplomas (Please state the Subject, Year & the University)
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 - II. Bachelor’s Degree (Please state the Subject, Year & the University)
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 - III. Diplomas and other educational qualifications etc.
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- 8) Professional Qualifications
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- 9) Other Qualifications
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11) A short description about your contribution for the development and the progress of State Timber Corporation:

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.....

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Date

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Signature of the Applicant

Form (B) – (To be completed by the Head of the Division)

14) Does this applicant for the past 05 years :

- Subject to disciplinary punishment? **YES / NO**
- If it is **YES**, please describe.
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- Has obtained all due increments. **YES / NO**
- Work and Behavior. **GOOD / VERY GOOD / EXCELLENT**

15) Recommendation:

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16) Reasons for not recommendation : (IF APPLICABLE ONLY)

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17) Special reasons for a promotion (IF ANY)

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Date

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**General Manager/ Deputy General Manager
Regional Manager/Head of the Division
State Timber Corporation**